

**MINUTES OF THE
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING**

George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow

SUBJECT: Planning and Zoning Committee Decision Meeting
DATE: June 1, 2021
TIME: 8:30 a.m.
PLACE: Room 205 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI
OR Via Zoom Videoconference

YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:

Register in advance for this meeting:
[https://zoom.us/meeting/register/TJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy](https://zoom.us/join/zoom/register/TJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)

Meeting ID: 959 8698 5379
Passcode: Zoning

After registering, you will receive
a confirmation email containing information about joining the meeting.

1. Call to Order

The meeting was called to order by Chairman Jaeckel at 8:30 a.m.

2. Roll Call (Establish a Quorum)

Committee members present at 8:30 included Jaeckel, Poulson, Foelker and Zastrow. Staff attending in person included Staci Hoffman, Matt Zangl, Sarah Elsner, Deb Magritz and Brett Scherer. County Administrator Ben Wehmeier and guest Frankie Fuller attended via Zoom. Guests attending in person were Doug Miller and Molly Sloan.

3. Certification of Compliance with Open Meetings Law

Zangl verified that the meeting was held in compliance with Open Meetings.

4. Approval of the Agenda

Jaeckel noted that agenda items will be moved up in order to accommodate guests in attendance.

5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)

There was no public comment.

6. Approval of April 26, May 14 and May 20 Meeting Minutes

Motion by Supervisors Foelker/Poulson to approve the April 26 minutes as presented. Motion passed 4-0.

Motion by Supervisors Foelker/Poulson to approve the May 14 minutes as presented. Motion passed 4-0.

The May 20 minutes were not available for review.

7. Communications

There were no communications.

8. April Monthly Financial Report for Register of Deeds – Staci Hoffman

Hoffman reported that April slowed down a little bit, with 2,100 less documents having been recorded compared with 2020 totals.

9. **April Monthly Financial Report for Land Information Office-Matt Zangl**

Zangl noted that the LIO revenues were about the same as in April 2020.

10. **May Monthly Financial Report for Zoning – Matt Zangl**

Zangl went on to say the Zoning revenues for both April and May were much the same as in 2020.

11. **Discussion on Solar Energy Facilities**

The County has received the signed and executed joint development agreement for Crawfish River Solar. The project is on track for construction beginning by the end of the year. Wehmeier added that the County has also received sureties in the form of a \$50,000 bond.

12. **Discussion on Jefferson County Comprehensive Plan Update**

Zangl has been working on ordinance updates, and is hopeful that those will be completed in June and then sent out to the Towns. Wehmeier noted that the County is working with SRF on implementation strategy execution and working with the American Rescue Plan Act to possibly accelerate parts of the Plan.

13. **Discussion and Possible Action on a Redesign of R4043A-21 Approved on April 20, 2021 Due to the Location of the Proposed Septic System. The Proposed Lot is on Rockdale Road, PIN 028-0513-0643-000 owned by Kirk and Karen Dys.**

Zangl explained the need for an updated preliminary map to allow for septic location. The lot would be moved slightly to the north. Motion by Supervisors Poulson/Foelker to approve the revision; motion passed 4-0.

14. **Discussion and Possible Decision on a Request by Matthew and Molly Sloan to Allow a Septic System Revision to Cross Lot Lines for the Purposes of a Convenience Bathroom. The site is at W9681 Raether Road in the Town of Lake Mills, on PIN 018-0713-0623-002.**

Zangl explained the Sloans' request, and Molly Sloan added that they intend to keep the A-3 and A-1 zones together. Motion by Supervisors Zastrow/Foelker to approve; motion passed 4-0. Conditions call for a revised Zoning and Land Use Permit and receipt of an easement for crossing the lot line with the septic system.

15. **Discussion and Possible Action on Petitions Presented in Public Hearing on May 20:
The Committee moved to Petition R4311A-21**

APPROVED WITH CONDITIONS R4311A-21 – Stewart & Dianna Hassler on a motion by Supervisors Poulson/Foelker to create a 2.052-acre building site on **Kasten Lane** from part of PIN 032-0815-1844-001 (35.1 acres) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

POSTPONED ACTION ON CU2072-21 – Brattset LLC/Damon & Kirsten Brattset on a motion by Supervisors Poulson/Foelker to allow for mineral extraction on PIN 024-0516-0522-000 (25.193 acres,) Town of Palmyra, at **N2463 State Road 106** in an A-1, Exclusive Agricultural. Motion passed 4-0. The petition will be taken back to public hearing.

Supervisor Nass arrived at 8:45 a.m.

POSTPONED ACTION ON R4314A-21 – Douglas & Kathleen Miller on a motion by Supervisors Jaeckel/Foelker to create a 3.7-acre lot around the home and buildings at **N7667 County Road P** from part of PIN 032-0815-3611-000 (30 acres) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The Committee asked for a revision to this proposal. Motion passed 5-0.

POSTPONED ACTION ON R4315A-21 – Douglas & Kathleen Miller on a motion by Supervisors Nass/Foelker to create a 5.3-acre partially wooded lot adjoining a proposed A-3 lot at **N7667 County Road P**, Town of Watertown, from part of PIN 032-0815-3611-000 (30 acres). This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. The Committee asked for a revision to this proposal. Motion passed 5-0.

APPROVED WITH CONDITIONS R4310A-21 – Crawfish River Solar/Anfang Properties LLC, Owner on a motion by Supervisors Jaeckel/Nass to rezone 7.4 acres of PIN 014-0614-0543-001 (44.5 acres) near **W6646 US Highway 18** for a local utility in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4312A-21 – Andrew & Lisa Werner/Trapp Trust Property on motion by Supervisors Poulson/Foelker to create a 3.14-acre lot around the existing home and buildings at **N7567 County Road X**, Town of Watertown on PIN 032-0815-3314-000 (38.48 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

POSTPONED ACTION ON R4313A-21 – Tim Windl & Helen Zahn on a motion by Supervisors Jaeckel/Poulson to create two, 2-acre building sites on **Willow Road** from part of PIN 032-0814-1421-002 (28.398 acres) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The Committee asked for a revision to this proposal. Motion passed 5-0.

APPROVED WITH CONDITIONS R4316A-21 – Vione Lightfield/Verdal Anderson Property on a motion by Supervisors Poulson/Foelker to create a new 2.1-acre building site near **N1941 County Road A** in the Town of Sumner from part of PIN 028-0513-0924-000 (20 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4317A-21 – Vione Lightfield/Verdal Anderson Property on a motion by Supervisors Foelker/Poulson to create a 3-acre farm consolidation lot at **N1941 County Road A**, Town of Sumner, from part of PIN 028-0513-0924-000 (20 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4318A-21 – Vione Lightfield/Verdal Anderson Property on a motion by Supervisors Poulson/Jaeckel to create a 20-acre Natural Resource zone from PIN 028-0513-0814-000 (20 acres) in the Town of Sumner near **County Road A**. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4319A-21 – Vione Lightfield/Verdal Anderson Property on a motion by Supervisors Poulson/Jaeckel to create an 8-acre Natural Resource zone from PIN 028-0513-0922-001 (20 acres) in the Town of Sumner near **County Road A**. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS CU2073-21 – Affordable Storage of Fort Atkinson LLC on a motion by Supervisors Foelker/Jaeckel to allow a 36-unit reconfiguration and expansion of the storage facility at **N1171 Old 26 Road**, Town of Koshkonong, on PIN 016-0514-2022-006 (3.203 acres). The property is zoned A-2, Agricultural & Rural Business. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS CU2074-21 – Linda Schroeder on a motion by Supervisors Jaeckel/Poulson to allow an extensive on-site storage structure in a Residential R-2 zone on **Long Drive**, Town of Koshkonong on PIN 016-0513-2511-018 (0.979 acre). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

15. Possible Future Agenda Items

16. Upcoming Meeting Dates

June 11, 7:30 a.m. – Site Inspections Beginning in Courthouse Room 203

June 17, 7:00 p.m. – Public Hearing in Courthouse Room 205

June 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203

July 9, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203 (Poulson may be absent)

July 15, 7:00 p.m. – Public Hearing in Courthouse Room 205

July 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203

17. Adjourn

Motion by Supervisors Nass/Foelker to adjourn the meeting. Motion passed 5-0, and the meeting adjourned at 9:25 a.m.

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.